

**NORTHFIELD TOWNSHIP AREA LIBRARY  
REGULAR BOARD MEETING**

December, 10, 2013

President M. Neblock called the meeting to order at 7:05 pm

**I. Call to Order and Roll Call:**

Present: Jack Hinkley, Margaret Neblock, Karen Neigebauer, Carol Smith, Sandy Purrington and Zaley Nelson (ex officio)

Absent: Meg Minnich

Guests: Christopher Bray

**II. Additions to the agenda:** No additions to the agenda.

**III. Correspondence:** None

**IV. Minutes:**

A. Minutes: S. Purrington moved to approve the November 12, 2013 minutes as presented. K Neigebauer supported. Motion carried.

**V. Comments from the public:** No public comment.

**VI. Staff Introduction:** Chris Bray

**VII. Library Directors Report:** A written report was presented.

**VIII. Financial Report:**

A. Treasurer's Report

B. Approval of Bills: S. Purrington moved to accept and file for audit the financial report dated November 30, 2013. K. Neigebauer supported. All approved. The motion was carried.

**IX. Committee Reports:**

A. Building Project Committee

1. Next meeting in January with Meg Goldwin and Mary Ferguson.

B. Building and Grounds Committee

1. New fence is up. Waiting for inspector.

C. Finance Committee

1. Letter regarding the statutory legalities was sent out to the board. The Township is responsible for managing the library fund.

D. Personnel Committee

1. Next meeting Thursday, December 12, 2013, 7 pm at the library.

E. Policy Committee

1. Will meet the Tuesday, January 21, 2014, 7 pm at the library.

F. Planning Committee

1. To be decided.

X. Unfinished Business:

- A. 25<sup>th</sup> Anniversary committee will meet in January 2014.

XI. New business:

- A. Policy 200.19 Employee Recognition

S. Purrington moved to change Policy 200.19 Employee Recognition as presented. J. Hinkley supported.

Roll Call Vote

Aye	Nay	Absent
Margaret Neblock		Meg Minnich
Sandy Purrington		
Karen Negebauer		
Jack Hinkley		
Carol Smith		

Motion carried.

- B. Snow removal companies

S. Purrington made a motion to approve the hiring of J & M Landscaping for snow removal for this fiscal year as presented. K. Negebauer supported.  
Motion carried.

- C. Holiday Bonus – signed.

- D. Millage Information

1. The 1994 millage at .8477 and the 1996 millage at .4262 in perpetuity is legal and the money can be used for any purpose.

- E. Audit Report – discussed.

- F. Annual Report – Handed out and reviewed.

XII. Comments from the Board:

Christmas treats were very good.

- XIII. Adjournment: C. Smith moved to adjourn the meeting at 8:15 pm.

- XIV. Future Meeting: January 7, 2014

Submitted by ~~Carol Smith~~ Margaret Neblock

  
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Carol Smith, Secretary

*Margaret Neblock, Acting Secretary*

Correction to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~.

Wording added is underlined.